

Building the Proactive Skillset

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The Proactive Professional: How to Stop Playing Catch Up & Start Getting Ahead at Work (and in Life!)

Big Picture Understanding

- The ability to use broad business acumen to synthesize information and create a holistic view of the professional environment.

Situational Awareness

- The ability to observe and interpret immediate surroundings to enhance understanding of present circumstances.

Future Focus

- The ability to create a clear vision of the future by defining desired results and identifying action items.

Strategic Foresight

- The ability to use logic and imagination to anticipate opportunities, obstacles, and outcomes.

Intentional Action

- The ability to initiate timely, deliberate action to create a desirable future state.

Self-Evaluation

- The ability to critically assess your behaviors and results, and make appropriate adjustments to enhance future outcomes.